



NETHERLANDS

1. General

a. The specific terms for Local National (LN) employment are prescribed in the NL employment regulation Burgerlijk Ambtenaren Reglement Defensie (BARD) dated 1 April 1993. This regulation applies to all Dutch Ministry of Defense (DMOD) civilian personnel employed by the U.S. Forces in the Netherlands.

b. The legal employer is the DMOD and the employees are Dutch civil servants. The current agreement with the DMOD requires USAREUR to reimburse the DMOD for all costs associated with the employment of LN's in the Netherlands.

c. References at the end of the sub-sections below pertain to the respective sections in the "Civil Service Regulations for the Defense Organization".

2. Employment Conditions

a. **Regular Work Hours** The official paid work hours are 38 hours per week.

b. **Initial Appointment** Applicants are initially appointed on a temporary basis for a maximum period of two years. After two years of service the employee is eligible to be appointed to permanent civil service status if certain criteria, such as satisfactory performance, are met.

c. Separation Notice Period

(1) Resignation (request by employee)

DMOD will notify the employee and accept the resignation in writing, stating effective date (not earlier than one month or later than three months after request is received).

(2) Termination during Trial Period

If an employee clearly is incapable of performing his/her job or otherwise performs unsatisfactory the temporary appointment can be terminated (one to three months notification period depending on length of service).

(3) Permanent Service

Specific time frames and reasons apply for employees who have completed the two-year trial period and have been appointed to permanent service.

3. Pay Entitlements

- a. Regular Earnings** Are paid according to the applicable pay scales of the Dutch Ministry of Defense (DMOD).
- b. Bonuses, Pay Supplements and Allowances**
 - (1) Holiday Bonus** Consists of 8% of annual gross salary.
 - (2) Long Service Bonus** A monetary award for 12½, 25 and 40 years of service, amounting to 25%, 70%, and 100% respectively of the monthly gross salary including entitlement to holiday bonus for that month will be granted to employees.
 - (3) Overtime Pay** Is paid for actual worked hours as compensatory time plus a percentage (25% or 50% Monday - Saturday; 100% Sunday and holidays).
 - (4) On-call/Stand-by Duty** DMOD employees who are tasked in writing by the commander or his designee to be available on-call for duty outside normal duty working hours are reimbursed 5% of salary per hour on weekdays, and 10% of salary per hour weekends and holidays, provided that the percentages aforementioned are no higher than the maximum salary in pay scale 7.

4. Benefits and Allowances

- a. Retirement Coverage** Every DMOD employee must pay a monthly premium for retirement coverage. A civil servant is entitled to a pension on his retirement at the age of 65. Early retirement is possible depending on individual circumstances and personal needs and wants.
- b. Health Insurance** As of 1 January 2006 all Dutch have a basic National Health Insurance. On a personal basis an additional insurance is possible (e.g. dental insurance).
- c. Disability Pension** A DMOD employee who is found permanently unfit to perform his/her duties due to illness or disability caused by the work he has performed and is dismissed as a result of the illness or disability is entitled to a disability pension. (Section 6, Article 65).

5. Leave Entitlements

a. Annual Leave

Entitlement depends on the employee's salary, age and the number of work hours. Per calendar year the minimum entitlement is 184 hours, maximum is 240 hours (Chapter 5, Article 32).

b. Special Short Leave

Is authorized for the employees own wedding, attending the wedding of blood relatives, moving in case of transfer, attending funerals of blood relatives and for specific civil duties required by law (between 1 and 5 days, Chapter 5, Articles 41 - 46).

c. Sick Absence

Employee receives 100% payment during the first 12 months and 70% thereafter.

6. Legal Holidays

There are seven national holidays plus one "official" holiday. No compensation or other day off is given for legal holidays that fall on a non-workday.

7. Pay Protection

Social Policy Framework requires that employees who lose their job with the U.S. Forces are entitled to 100% of their salary for a maximum period of two years. During this time, if the employee finds other employment of DMOD or the Civilian Personnel Office find employment for the employee, pay protection ceases.

8. Severance Pay

An agreement between HQ, USAREUR and the Dutch Ministry of Defense requires payment of 22 months' pay to the Dutch Ministry of Defense for each employee on the rolls one month prior to the closure or reduction date.